

Line of Duty (LOD) Dental Care Using the Active Duty Dental Program (ADDP)

Purpose

The ADDP is available for service members on active duty for greater than 30 days.* However, the Line of Duty (Notice of Eligibility (NOE) for U. S. Coast Guard members) determination process for dental care is for those Reserve Component (RC) service members who incur or aggravate an injury, illness, or disease while on active duty, and are not otherwise eligible for care under the Active Duty Dental Program (ADDP). The care may be received after a member is inactivated provided that the appropriate LOD documentation is on file. An LOD is not a resource for funding civilian dental care for pre-existing conditions, or routine care (e.g., untreated cavities, wisdom tooth extraction, cleanings, etc.). Requests for authorization of payment for civilian dental treatment for these conditions will be denied.

* Eligibility information is located at www.addp-ucci.com.

Emergency Dental Care

Dental emergency treatment required prior to submission of the LOD is limited to emergent care for immediate treatment of bleeding, pain, or infection. Definitive treatment is not authorized. ADDP emergency care claims for RC members on active duty for less than 30 days can only be paid through a Government-approved LOD or through Service/Component specific programs. The member's military unit must contact United Concordia if the LOD hasn't been submitted before receiving emergency civilian dental care. Further, units should fully complete the LOD process prior to directing service members to seek civilian dental care; a denied LOD or care not authorized for payment will result in the

service member being responsible for all costs associated with that episode of care.

Process

- The service member reports the injury or illness to his/her unit chain of command.
- The service member's unit initiates the LOD form.
- The LOD is signed by the commander or designated representative.
- The service member or military unit submits the LOD documentation to United Concordia for Government review by a Dental Service Point of Contact (DSPOC). (See page 2 for Branch of Service and other LOD Submission Requirements.)
- The service member schedules a follow-up appointment with a civilian dentist for a dental treatment plan related only to that injury or illness. No definitive treatment is to be provided at this treatment planning appointment.
- The civilian dentist submits the ADDP Authorization Form and appropriate diagnostic materials to United Concordia. The LOD submission is reviewed and treatment authorized by a military DSPOC before receiving any civilian dental care.**
- United Concordia will notify the service member of the DSPOC determination, including any approved course of treatment.

** Submission of LOD documentation is NOT authorization to receive civilian dental care. LOD treatment must be DSPOC-approved before receiving civilian dental care.

United Concordia Contact Information

LOD Mailing Address:

United Concordia Companies, Inc.
ADDP Unit/LOD
P.O. Box 69431 Harrisburg, PA 17106-9430

Telephone:

1-866-984-2337 (CONUS)
1-844-653-4058 (OCONUS) [country-specific access codes](#)

Web site:

www.addp-ucci.com

Appeal of Denial of Payment of LOD-related Dental Treatment

RC members whose request for LOD-related dental treatment was not authorized for payment by the DSPOCs may request review of this decision by their appropriate Branch of Service Dental Consultant.

The member, military unit commander, or designated representative should submit an appeal of the DSPOC decision in writing to UCCI. UCCI will forward the appeal for review by the appropriate Branch of Service Dental Consultant.

Branch of Service and Other LOD Requirements

Branch of Service:

- Air Force/Space Force: AF FORM 348 (two pages with all required signatures)
- Army/National Guard: DA FORM 2173 (one page with all required signatures)
- U. S. Coast Guard: Notice of Eligibility (NOE)
- U. S. Marine Corps: Memorandum Reserve Medical Entitlements, Determination Section, Headquarters USMC, Quantico, Virginia
- Navy: Memorandum from Commander Navy Personnel Command (PERS-9/952) and DD Form 261

Establishing Existing Prior to Service (EPTS) Condition:

- Most recent dental exam (within the last 12 months) that was performed prior to the active duty period with documentation of any recent treatment related to the dental injury

Command Memorandum for Urgent LOD Dental Care:

- [Urgent Care LOD Memorandum](#) template is available online at addp-ucci.com > ADSM portal > Forms and Materials.

Substantiating Clinical Documentation:

- Clinical notes/treatment notes documenting the injury, illness, or disease potentially incurred or aggravated during qualifying duty status and specific dental condition
- Dental radiographs (bitewings, periapical, and panoramic radiograph if applicable or available) from that exam and any subsequent treatment